

Missouri Assessment Program (MAP)

2006 Appeals Process

The purpose of the MAP Appeals Process is to provide districts with an opportunity to challenge student MAP scores and investigate Level Not Determined (LND). The Appeals Process should be used *only* in the following cases: 1) if there is a *compelling reason* to believe a student's score should be higher (e.g., the MAP score is not consistent with overall classroom performance), and 2) if the administrator determines a student should not have received an LND.

CTB is responsible for conducting LND investigations, and processing MAP Score Appeal Requests. DESE is responsible for data cleanup involving the movement of students from one school or district to another.

Two types of Appeals Requests

1. Appealing a student's MAP score
2. Investigating an LND

Either type of challenge to a student's MAP score requires a re-score of the student's test book.

Below are two tables with data from LND and MAP Score Appeal Requests from previous years.

Administration Year	Number of MAP LND Appeal Requests	Number Resulting in change from LND to MAP Scale Score	No Change to the LND Designation
2000	181	137	44
2001	54	46	8
2002	30	23	7
2003	76	67	9
2004	75	41	34
2005	24	17	7

Administration Year	Number of MAP Score Appeal Requests	Achievement Level Changes Up	Achievement Level Changes Down	No Change in Achievement Level
2000	530	20	1	509
2001	1367	35	6	1315
2002	76	1	0	75
2003	241	2	0	239
2004	367	6	0	361
2005	363	3	0	360

Causes of LND

- A test is completed in ink. Student work is scored electronically, and ink does not scan and cannot be scored.
- A test is invalidated. This bubble is located under "Invalidation" in the Special Codes section on the inside back cover of each test book. This bubble is filled in **only** when it is determined that a student has cheated.
- A test is partially completed. In order to receive a score, a valid attempt must be made on all sessions of the test. **A valid attempt is defined below.**

Valid Attempt

A valid attempt is the minimum effort required to receive a reportable MAP score. The valid attempt rules require that each student fulfill the minimum effort requirements outlined below:

- One item from Session 1, one item from Session 2 and five items from the *TerraNova* nationally normed item group in Session 3 (Communication Arts Grades 3, 7, and 11; Social Studies, all grades; Science, all grades)
- One item from Session 1 and five items from the *TerraNova* nationally normed item group in Session 2 (Communication Arts, Grades 4, 5, 6, and 8; Mathematics, all grades)

Cost of appealing a student's MAP score

1. The cost for processing an appeal to a student's MAP score is \$35.00 per student, per content area (Communication Arts, Mathematics, and Science and/or Social Studies, if administered). A purchase order will be required for each appeal.
2. If the student's performance level **does not** change, CTB/McGraw-Hill will send an invoice to the district. If the student's performance level **does** change, there is no charge to the district.

Cost of investigating LND

1. The cost of investigating an LND designation is \$24.00 per student per content area (Communication Arts, Mathematics, and Science and/or Social Studies, if administered). A purchase order will be required for each investigation of LND.
2. If it is verified that a student took the test in ink, the district will have the option to have the student's test re-scored for an additional charge of \$12.50 (for a total charge of \$36.50).

Procedures and timelines for appealing a student's MAP score and investigating LND

1. Appeals request(s) must be received by CTB/McGraw-Hill from the district no later than **October 31, 2006**. Appeals will be processed in the order they are received. Appeals received after the deadline will not be processed.
2. The school district superintendent or designee must submit a written request describing the reason for appealing an Individual Student Report. The written request must include a compelling reason for the appeal and be submitted with the enclosed fax form. All the necessary information on the fax form should be filled out. Incomplete forms delay the processing of appeals.
3. All appeal requests must be faxed to CTB using the **Appeals Fax Line 1-866-405-4086**.
4. For appeals to students' MAP scores, CTB/McGraw-Hill will provide letters regarding the scoring results by **November 22, 2006**. For requests to re-score LND cases, CTB/McGraw-Hill will provide letters regarding the scoring results by **November 22, 2006**. These letters will confirm the completion of the score verification process and indicate whether the student achievement level changed or remained the same.
5. Updated Individual Student Reports will be sent in the event that a student's LND designation is reversed (i.e., test was taken in ink or test was unintentionally invalidated).
6. The Individual Student Report is the only report that may be appealed. Summary reports will not be regenerated to accommodate changed student scores, should scores change. CTB/McGraw-Hill will submit a data tape to the Department of Elementary and Secondary Education with any changes that might have occurred upon completion of the appeals process.
7. If you have questions regarding the appeals process, please contact CTB's MAP Customer Service Staff (phone 1-800-544-9868 or email MAPhelpdesk@ctb.com) and they will be happy to assist you.